

Water Pollution Control Program Grants

Clean Water Act § 106



FY 2012
Clean Water Act Section 106
(CWA § 106)
CFDA Number: 66.419

Tribes Achieving Environmental Results with Clean Water Act § 106 Funds



Photo on the left: Fanny Ely, Water Quality Programs Manager for the Pyramid Lake Paiute Tribe, conducted a macroinvertebrates sampling demonstration with a local summer day camp as part of the CWA Section 106 program outreach and education efforts.

Photo on the right: Steve Austin, Senior Hydrologist for the Navajo Nation Environmental Protection Agency Water Quality/NPDES Program, is shown measuring discharge near the mouth of the Mancos River. The discharge measurement was collected along with other field parameters and water samples for a surface water quality assessment of the river.



The EPA approved the Tribe's Treatment as a State application under Sections 303 and 401 of the Clean Water Act on January 20, 2006 and their Water Quality Standards on April 11, 2006.

Funding Opportunity Description

The U.S. Environmental Protection Agency (EPA), Region 9 is now accepting Federal Fiscal Year 2012 (FY12) Clean Water Act Section 106 (CWA§106) Water Pollution Control Program grant proposals. The purpose of the Water Pollution Control Program is to assist Federally recognized Indian Tribes with achieving environmental results by developing institutional capacity to administer water pollution control programs and to protect, improve, and enhance natural resources. These grants are for use during the grant period beginning either July 1, 2012 or October 1, 2012.

Final Guidance on Awards of Grants to Indian Tribes under Section 106 of the CWA

The October 2006 *Final Guidance on Awards of Grants to Indian Tribes under Section 106 of the CWA* (Guidance) provides Tribes with information on how to design and implement effective, adaptive, and successful water quality programs. The Guidance also provides EPA with a framework of procedures and guidelines for awarding and administering these grants.

All applicants are encouraged to refer to this Guidance when initiating, developing, or implementing a water pollution control program and when preparing their workplans. The Guidance assists Tribal water quality programs at various levels of sophistication and development. For new programs, it provides models for successfully initiating and developing a water quality program. For Tribes with well established programs, it contains additional water quality protection activities to consider. To meet the needs of Tribes at all levels of development, the Guidance presents steps a tribe can take to collect the information it will need to make effective decisions about its water quality program.

In addition, the Guidance outlines the reporting requirements and data expectations for all tribal programs receiving CWA Section 106 funds. These reporting requirements will help tribes collect critical data and information for effective management of their water quality programs. They also help EPA measure environmental results of the CWA Section 106 associated Strategic Plan, and other federal requirements.

The Guidance may be downloaded from the U.S. EPA website:

<http://www.epa.gov/owm/cwfinance/106tgg07.html>

EPA'S STRATEGIC PLAN

EPA's 2011-2015 Strategic Plan describes the programmatic and quantitative measures for improving water quality nationwide and sets five long-term goals for the 5 year period. The focus of the Strategic Plan is to achieve measurable environmental results. The plan includes strategic targets the EPA uses to track progress quantitatively.

The strategic plan is available online at: www.epa.gov/planandbudget/strategicplan.html

The objectives and subobjectives associated with Goal 2, Clean and Safe Water, address issues that apply to Tribal and state water quality programs. (See Grant Workplan and Application Submission Information section for the list of objectives and subobjectives). Tribes and intertribal consortia, as recipients of grant funds, play an integral part in achieving EPA's objectives and subobjectives and in demonstrating environmental results.

AWARD INFORMATION

Region 9 anticipates it will allocate approximately \$8 million to support CWA § 106 tribal programs. This funding will allow EPA to award grants between \$40,000 and \$200,000; first-time eligible applicants may receive grants for \$40,000.

SUBMISSION SCHEDULE

Submission Dates	Address
First Time Applicants MUST submit a complete Financial Assistance Eligibility (FAE) application to be reviewed and approved by EPA prior to receiving CWA § 106 funding. DUE October 31, 2011	U.S. EPA, Region 9 Water Division (WTR-10) 75 Hawthorne St. San Francisco, CA 94105 ATTN: Danielle Angeles
All Applicants: DRAFT workplan and budget (by mail, email or fax only) Proposals submitted via grants.gov will not be accepted. DUE February 1, 2012	U.S. EPA, Region 9 Water Division (WTR-10) 75 Hawthorne St. San Francisco, CA 94105 ATTN: your project officer
All Applicants: FINAL SIGNED ORIGINAL grant application and FINAL workplan and budget DUE April 2, 2012 (anticipated)	U.S. EPA, Region 9 Grants Management Office (MTS-7) 75 Hawthorne St. San Francisco, CA 94105

NOTE: All grant applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grants or cooperative agreements. An organization can obtain a DUNS number at: <http://www.dnb.com/us/> or by using the toll-free DUNS number request line: 1-866-705-5711.

ELIGIBLE ACTIVITIES

Activities eligible for funding under this grant program include, but are not limited to:

- Hiring qualified staff to identify and prioritize water quality issues in order to plan, develop, improve, and maintain a water quality protection program;
- Developing a Quality Assurance Program Plan;
- Performing water quality monitoring and assessment;
- Developing a water quality assessment report;
- Conducting studies related to water pollution control;
- Leasing/renting office space and purchasing equipment necessary for program implementation;
- Implementing and enforcing pollution control measures (e.g. ordinances);
- Developing and implementing ground water programs;
- Developing a Nonpoint Source Assessment and Management Program;
- Developing a Watershed-Based Plan;
- Training and travel.

Ineligible activities include, but are not limited to:

- Construction, operation, or maintenance of wastewater treatment plants or drinking water systems;
- Costs that are already financed by other grants;
- Nonpoint source (NPS) management measures requiring construction (i.e., "on the ground" implementation of management measures);
- Public Water System Supervision (PWSS) compliance monitoring.

ELIGIBILITY INFORMATION

Eligible Applicants: Federally recognized Indian Tribes in EPA Region 9 that meet and are approved for CWA § 106 Financial Assistance Eligibility (FAE).

First Time Applicants: Tribes that have never received funding under CWA§106 must first establish Financial Assistance Eligibility (FAE) with EPA (also known as Treatment as a State – TAS), as described in Region 9’s *Clean Water Act Quality Planning and Protection Financial Assistance Eligibility Handbook for Indian Tribes* (FAE Handbook). To meet eligibility requirements, a Tribe must:

1. Be Federally recognized;
2. Demonstrate that it has substantial governmental duties;
3. Demonstrate that the tribe has the legal authority and jurisdiction to carry out the activities proposed in the grant application;
4. Be capable of carrying out functions to be exercised in a manner consistent with the terms and purposes of the Clean Water Act and all applicable regulations.

First-time applicants may download the FAE handbook from the U.S. EPA Region 9 website:

<http://www.epa.gov/region09/water/tribal/tribal-cwa.html>

GRANT WORKPLAN & APPLICATION SUBMISSION INFORMATION

All applicants should submit a proposal that includes the following: A DRAFT detailed workplan and budget describing how the requested CWA § 106 funds will be used and which sets forth the basis for the management and evaluation of performance under the proposal (for sample workplans compliant with 40 CFR 35.507, see Attachment 1). Note: A SF-424 grant application is not required to be submitted with the draft workplan and budget. The workplan should be compliant with 40 CFR 35.507 and include:

- Specific descriptive tasks to be conducted toward the achievement of one or more of (A) EPA’s Strategic Plan Environmental Goals and Objectives and the desired (B) environmental results (outputs and outcomes for each):

A.

Objectives and Subobjectives of EPA’s Strategic Plan Goal 2: “Clean and Safe Water”
“Protect Human Health” Objective 2.1
Water Safe to Drink (2.1.1)
Fish and Shellfish Safe to Eat (2.1.2)
Water Safe for Swimming (2.1.3)
“Protect Water Quality” Objective 2.2
Improve Water Quality on a Watershed Basis (2.2.1)
Improve Coastal and Ocean Waters (2.2.2)
“Enhance Research to Support Clean & Safe Water” Objective 2.3

GRANT WORKPLAN & APPLICATION SUBMISSION INFORMATION (cont.)

B.

Examples of Outputs and Outcomes for Environmental Activities		
Activity	Outputs	Outcomes
Monitoring	Number of samples collected	Improved understanding of water body condition
Studies, surveys, etc.	Number of experiments or samples, number of reports	Advancement of knowledge on the effects of pollution
Training & Outreach	Number of training sessions, number of persons trained	Increase in knowledge demonstrated by pre- & post-training surveys
Compliance & enforcement	Number of inspections or enforcement actions	Increase in number of facilities that reduce emissions

- Estimated staff work years and estimated funding amounts for each workplan task;
- Commitments, deliverables, work products, etc., for each workplan task and a schedule (include interim and final dates and milestones) for the accomplishment of each, and submittal to EPA
- A tribal match requirement of 5% of the total project costs must be reflected in the workplan and budget.

All Applicants should contact their EPA Project Officer/Tribal Contact for assistance with developing workplans and budgets, for completion of the FAE application, or for questions regarding the CWA § 106 program; questions relating to administrative or fiscal matters should be directed to your current EPA grants specialist. (See Agency Contacts section for the name of the Project Officer or Grants Specialist in your area).

Pursuant to EPA’s review of draft workplans and budgets, applicants may be requested to submit a signed, complete, and FINAL grant application (i.e., SF-424, workplan, budget, and required forms/certifications, as provided in the application kit).

OBTAINING AN APPLICATION KIT

All grant applicants may download application kits from the U.S. EPA Region 9 website:

<http://www.epa.gov/region09/funding/applying.html>

double click on EPA Region 9 Application Kit – Regular Award

or contact Renee Chan at (415) 972-3675 or by e-mail at chan.renee@epa.gov

APPLICATION REVIEW

EPA, Region 9 considers the following to determine the allocation of CWA §106 funds:

- Amount of CWA § 106 funds allocated to Region 9
- Number of applicants for the fiscal year
- Consideration of a base level of funding particularly for the smaller Tribes (i.e., the National formula established a base for funding EPA Regions).
- Environmental issues to be addressed and desired environmental results by the Tribe (e.g., public health and water quality)
- Previous year's performance
- Unexpended and/or unliquidated funds(continuing recipients)
- Maintaining continuity of existing programs
- Implementation of Agency and Regional priorities
- Ability of the application/work plan to be funded in segments over a multi-year period
- Consideration of what it costs to get the job done in a particular area
- Costs of in-house staff vs consultants
- Population/land area/water area
- Assessment of on-going capability and readiness to implement programs

AWARD NOTICES

EPA Region 9 will notify Tribes of the final funding decisions no later than September 30, 2012.

COST SHARING OR MATCHING

A Tribal match requirement of 5% of the total project costs must be reflected in the application, work plan and budget (see Attachment 2 for information regarding required 5% match and calculation formula).

REPORTING REQUIREMENTS

Quarterly project status reports, annual Assessment Reports for Surface Water, and annual Financial Status Reports will be required, as follows:

- Quarterly reports to self-evaluate & to joint evaluate annual performance under the grant, including:
 - Status of each workplan goal, task, deliverable;
 - Status of expenditures for the reporting period;
 - Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance;
 - Tasks not on schedule & proposed dates of completion; and
 - Any other information that will provide the EPA Project Officer with information about program status.

REPORTING REQUIREMENTS (cont.)

- The Annual Assessment Report for Surface Water (refer to Chapters 4 and 8 and Appendix A of the Guidance for a detailed description) that contains information about surface water quality on Tribal land and demonstrates national results for the Section 106 Tribal program. The Assessment Report shall include:
 1. A description of your Monitoring Strategy
 2. Water Quality Assessment Report
 3. Monitoring Data, submitted electronically for each assessed surface water body:
 - data and metadata for the nine basic parameters that are being monitored (dissolved oxygen, pH, water temperature, turbidity, phosphorus, total nitrogen, macroinvertebrates, e. coli, or enterococci, basic habitat information)

The Annual Financial Status Report must accurately account for all federal and non-federal funds expended, and identify appropriate use of funds (i.e., allowable and eligible under the program).

REVIEW OF MONITORING QAPPS

According to Section 1.2 of the G-5 guidance (EPA/240/R-02/007) all environmental programs requiring a QA Document are encouraged to review their EPA-approved QA documents on an annual basis. This annual review need not require a QA office review, rather the intention is to have the plan be seen as an integral and dynamic part of any project. In this way, the author or his/her successor is reminded or learns what activities were proposed, whether they are being performed, and if not, how the QA plan should be revised to reflect the current situation. New activities can be described in addendums and sent to the QA office for review and other minor changes can be sent to the QA Office to replace out dated information.

In addition to the annual review, the national policy, (CIO 2106-S-01.0) and Section 1.2 of the G-5 guidance (EPA/240/R-02/007), calls for a 5-year EPA review of all EPA-approved monitoring QAPPs. After five years, data collected under the QA plan should be reviewed and revised as needed to meet the program's monitoring goals and objectives. Any questions regarding the review or required revisions to the program's QA document should be submitted to the Region 9 QA Office. Should you have any questions regarding this information, please contact the Region 9 QA Office at (415) 972-3411.

PERFORMANCE PARTNERSHIP GRANT

Tribes with two or more grants and consistently good performance may be eligible to apply for a Performance Partnership Grant (PPG). PPGs are formed by incorporating funds from at least two PPG-eligible EPA grants into a single PPG, which can decrease administrative burden and increase program flexibility. As indicated in 40 CFR § 35.532(3) requires that applicants for PPGs apply for the underlying environmental program grant. For those tribes interested in obtaining a Performance Partnership Grant (PPG), please contact your CWA Project Officer to discuss the possibility of obtaining a PPG for your Tribe. Tribes that currently have PPGs should contact your CWA Project Officer with any questions regarding their PPGs and this solicitation.

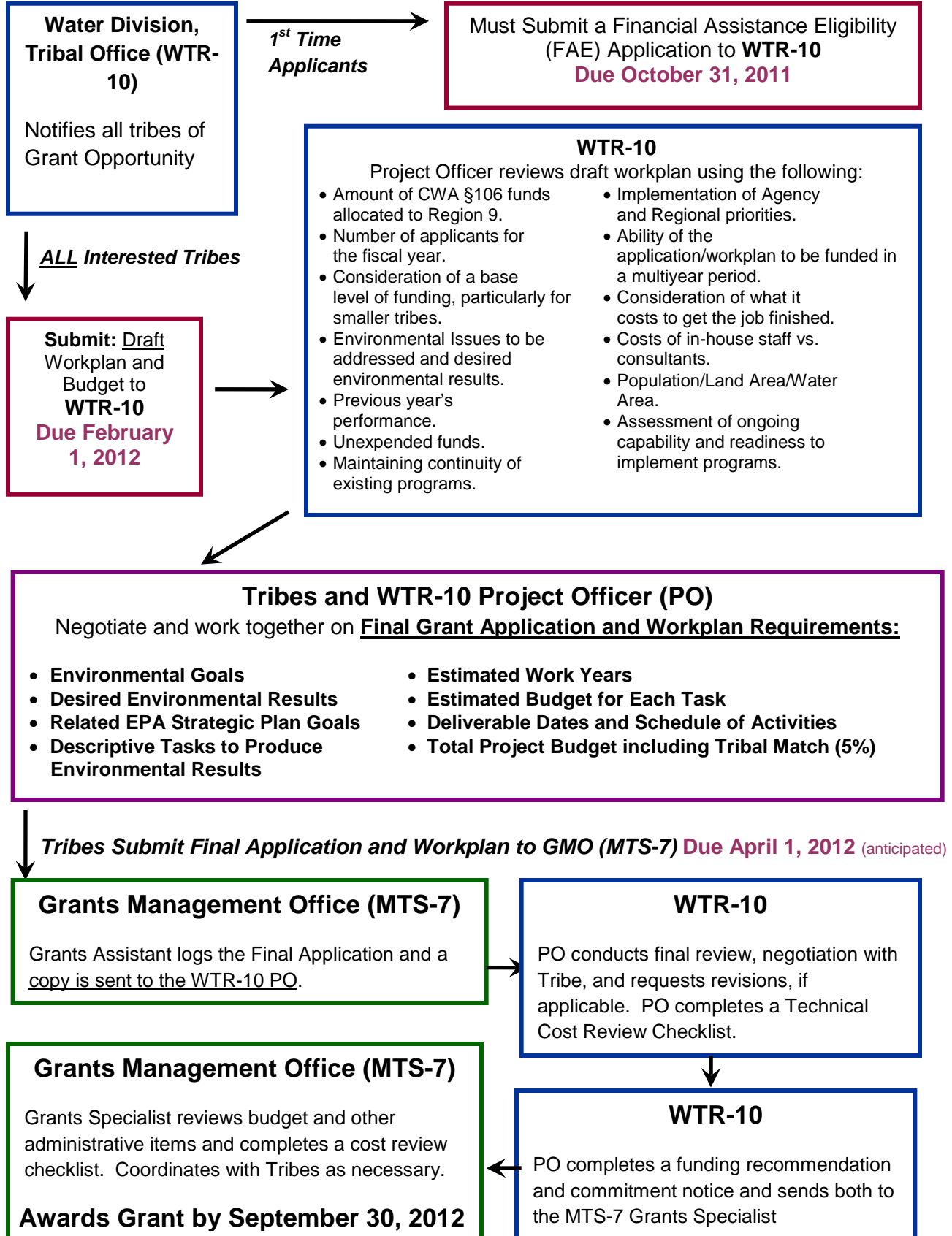
LIST OF ATTACHMENTS

- Attachment 1 – Sample CWA § 106 Workplans
- Attachment 2 – Recipient’s Match
- Attachment 3 – Grant Resources on the Internet

FY 2013 ANTICIPATED SUBMISSION SCHEDULE

First-Time Applicants MUST submit a complete Financial Assistance Eligibility (FAE) application to be reviewed and approved by EPA prior to receiving CWA § 106 funding.	October 31, 2012
All Applicants: DRAFT workplan and budget	February 1, 2013
All Applicants: FINAL grant application and FINAL workplan and budget	April 2, 2013

**EPA Region 9 Clean Water Act § 106
Tribal Grant Application and Funding Process**



U.S. EPA, R9 Water Division (WTR-10)
Tribal Contacts/Project Officers

PROJECT OFFICERS

CWA GRANTS

Danielle Angeles
(415) 972-3441
angeles.danielle@epa.gov
Southern CA Contact for 1st Time Applicants

No. California: Dry Creek (PPG), Hopland, Kashia–Stewarts Point, Manchester Pt. Arena, Middletown (PPG), Redwood Valley, Round Valley
So. California: Agua Caliente (PPG), Augustine (PPG), Cabazon (PPG), La Posta (PPG), Manzanita, Morongo (PPG), Pechanga, San Manuel (PPG), Twenty-Nine Palms (PPG)

Christopher Chen
(415) 972-3442
chen.christopher@epa.gov

No. California: Big Valley, Buena Vista, Pinoleville, Robinson Rancheria (PPG), Sherwood Valley, Shingle Springs
So. California: Jamul, La Jolla, Los Coyotes, Mesa Grande, Rincon, Santa Rosa Band (PPG)

Tiffany Eastman
(415) 972-3404
eastman.tiffany@epa.gov
Central CA and NV Contact for 1st Time Applicants

No. California: Bear River (PPG), Big Lagoon, Blue Lake (PPG), Pit River (PPG), Redding (PPG), Susanville (PPG), Wiyot/Table Bluff (PPG)
Central California: Timbisha
So. California: Cuyapaipae, Torres-Martinez
Nevada: Fallon, Moapa, Pyramid Lake (PPG), Yerington
Arizona: Kaibab

Janis Gomes
(415) 972-3517
gomes.janis@epa.gov
Northern CA Contact for 1st Time Applicants

No. California: Coyote Valley (PPG), Elk Valley, Hoopa Valley (PPG), Karuk (PPG), Quartz Valley, Resighini, Smith River, Trinidad, Yurok (PPG)
So. California: Cahuilla, Ramona Band, San Pasqual (PPG), Santa Ynez, Soboba (PPG)
Nevada: Duckwater, Goshute, South Fork

Audrey L. Johnson
(415) 972-3431
johnson.audreyL@epa.gov

Central California: Big Pine, Big Sandy, Bishop (PPG), Cold Springs, Ft. Independence, Lone Pine, Owens Valley Indian Water Commission, Picayune, Santa Rosa Rancheria, Table Mountain, Tule River, Tuolumne

Mariela Lopez
(415) 972-3771
lopez.mariela@epa.gov

Arizona: Cocopah, Ft. McDowell, Gila River, Quechan, Salt River, Yavapai-Prescott

Wendell Smith
(415) 972-3421
smith.wendell@epa.gov
AZ Contact for 1st Time Applicants

No. California: Cortina
Arizona: Havasupai, Hopi (PPG), Hualapai (PPG), Navajo Nation (PPG), Yavapai-Apache
Nevada: Summit Lake, Yomba

Loretta Vanegas
(415) 972-3433
vanegas.loretta@epa.gov

Arizona: Ak-Chin, Chemehuevi, CRIT, Ft. Mojave, an Carlos, Tohono O'Odham, White Mountain Apache
California: Cahto, Campo, Pala, Pauma, Elem

Stephanie Wilson
(775) 885-6190
(775) 885-6064 (fax)
wilson.stephanie@epa.gov

Nevada: Duck Valley, Walker River, Washoe and NDEP

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
1 COMPONENT: Quarterly Reporting to self-evaluate & joint- evaluate annual performance under the grant, including: <ul style="list-style-type: none"> Status of each work plan goal, task, deliverable Status of expenditures for reporting period Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance Commitment not on schedule & proposed dates of completion ENVIRONMENTAL OUTCOME: To evaluate and report on performance under the grant.	1/30	4/30	Quarterly Reports submitted to EPA	WQS	0.04	\$750	Year 1 of fundamental level (required)	
2 COMPONENT: Hire staff to assist with developing & implementing a water quality program Commitment 2(a): Conduct request for proposal (RFP) or hiring action Commitment 2(b): Finalize contract/hiring action ENVIRONMENTAL OUTCOME: To carry out the goals of the workplan & to establish future water quality goals.	10/01	11/30	<ul style="list-style-type: none"> Include status of hire in quarterly report Submit resume with quarterly report 	WQS AA	0.01 0.01	\$455	Year 1 of fundamental level	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>3 COMPONENT: Assess quality of surface & groundwater to develop initial baseline status, water quality monitoring program, & water quality indicators (WQIs)</p> <p>Commitment 3: Gather & evaluate existing water quality data for water bodies (surface & ground water) on Tribal land (at least pH, turbidity, temperature, dissolved oxygen; & if appropriate total phosphorus, total nitrogen (TKN), macroinvertebrates, <i>E. coli</i> or enterococci, basic habitat info., and others as needed)</p> <p>ENVIRONMENTAL OUTCOMES: To describe the current quality of surface & ground waters so that future water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.</p>	12/01	4/30	<ul style="list-style-type: none"> Submit to EPA Preliminary Water Quality Data Assessment Report 	WQS E/H	0.23	\$5,000	Year 1 of fundamental level	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
4 COMPONENT: Develop a water quality monitoring program and water quality indicators for water bodies (surface and/or ground water) on Tribal land per EPA’s Guidance on Awards of Grants to Indian Tribes under Section 106 of the CWA (EPA’s Tribal CWA 106 Guidance) Commitment 4(a): Understand EPA’s water quality monitoring and reporting requirements per EPA’s Tribal 106 Guidance Commitment 4(b): Develop monitoring goals and monitoring strategy(s) per EPA’s Tribal CWA106 Guidance and its Appendix A Commitment 4(c): Establish a baseline monitoring program, including development of a monitoring design and water quality indicators Commitment 4(d): Select monitoring sites Commitment 4(e): Determine how monitoring data will be used, displayed, and reported Commitment 4(f): Develop and maintain a water quality monitoring database management system ENVIRONMENTAL OUTCOME: To determine the physical, chemical, and biological conditions of a water body and evaluate them against water quality indicators (WQIs).	10/01	9/30	Prepare the following and submit to EPA; also prepare for inclusion in QAPP (Component 5): <ul style="list-style-type: none"> ▪ monitoring strategy(s) ▪ monitoring design ▪ monitoring sites ▪ water quality indicators ▪ description of how monitoring data will be used, displayed, and reported ▪ description of monitoring database management system 	WQS	0.23	\$4,200	Year 1 or 2 of fundamental level	
	5/01	9/30		E/H				
	5/01	9/30						
	5/01	9/30						
	5/01	9/30						
	5/01	9/30						

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
5 COMPONENT: Ensure integrity & accuracy in Tribal water quality monitoring efforts, as developed per Goal 4 Commitment 5(a): Obtain and become familiar with EPA’s water monitoring quality assurance requirements and guidance: http://www.epa.gov/Region9/qa/tribes.html Commitment 5(b): Draft a Quality Assurance Program Plan (QAPP) in accordance with current EPA requirements & guidance; ensure QAPP include outputs & deliverables per Component 4 Commitment 5(c): Finalize QAPP per EPA review & guidance ENVIRONMENTAL RESULT: To ensure scientifically valid results that meet acceptable EPA standards.	12/1	2/28	<ul style="list-style-type: none"> ▪ Submit draft QAPP to EPA for review ▪ Submit final QAPP to EPA for review & approval 	WQS E/H	0.1	\$14,200	Year 2 of fundamental level	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>6 COMPONENT: Implement Tribal water quality monitoring program in accordance with EPA-approved monitoring strategy and EPA-approved QAPP</p> <p>Commitment 6(a): Determine the physical, chemical, and biological conditions of water body(s) and evaluate them against water quality indicators (WQIs)</p> <p>Commitment 6(b): Maintain the water quality monitoring data base</p> <p>Commitment 6(c): Prepare final annual Assessment Report for Surface Water per Appendix A of EPA’s CWA 106 Tribal Guidance</p> <p>Commitment 6(d): Prepare annual assessment report for groundwater</p> <p>ENVIRONMENTAL OUTCOME: To determine the physical, chemical, and biological conditions of a water body and evaluate them against WQIs so that water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.</p>	10/1	9/30	<p>Include in quarterly reports:</p> <ul style="list-style-type: none"> description of monitoring activities conducted during the reporting period EPA-approved equipment purchases <p>Submit to EPA:</p> <ul style="list-style-type: none"> a final annual Assessment Report for Surface Water an annual assessment report for ground water data electronically in STORET-compatible format 	WQS E/H	0.15	\$14,250	Year 2 or 3 of fundamental level	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>7 COMPONENT: Increase Tribal water quality staff's knowledge & skills regarding water quality & watersheds; become familiar with and/or attend:</p> <p>Commitment 7(a): <i>EPA's Guidance on Awards to Grants to Indian Tribes under Section 106 of the CWA</i></p> <p>Commitment 7(b): EPA Tribal CWA §106 workshop</p> <p>Commitment 7(c): Tribal/EPA Conference</p> <p>Commitment 7(d): EPA Tribal Nonpoint Source Pollution Control Program Workshop</p> <p>Commitment 7(e): introductory water quality monitoring workshop</p> <p>Commitment 7(f): introductory water quality database management class</p> <p>ENVIRONMENTAL OUTCOME: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.</p>	10/1	9/30	<ul style="list-style-type: none"> Include in quarterly reports, list of documents reviewed, trainings, meetings, & workshops attended with dates, cost, & who attended 	WQS	0.1	\$1,750	Year 1 of fundamental level	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
8 COMPONENT: Educate Tribal Community on the importance of water quality & provide information on the quality of Tribe’s surface & ground water Commitment 8(a): develop water quality education/outreach program Commitment 8(b): hold public outreach meetings Commitment 8(c): quarterly newsletter ENVIRONMENTAL OUTCOME: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.	10/01	12/31	<ul style="list-style-type: none"> Submit to EPA education & outreach program description Include in quarterly reports a summary of public meetings, newsletter, & other activities Copy of newsletter & Other developed outreach materials 	WQS AA E/H	0.12 0.04	\$1,500	Year 1 or 2 of fundamental level	
(AA) Administrative Assistant (WQS) \$10/hr Water Quality Specialist \$15/hr (WQT) Water Quality Technician \$13/hr (E/H) Engineer/Hydrologist \$100/hr				TOTAL COST (for 1-year workplan) \$42,105		EPA \$40,000	MATCH \$2,105	

SAMPLE WORKPLAN per 40 CFR 35.507 – FUNDAMENTAL PROGRAM							
WATER POLLUTION CONTROL PROGRAM (CWA §106)							
Work Plan Components with Commitments and Environmental Results	Dates		Outputs & Deliverables	Responsible Staff	Estimated Cost*	Suggested Year to Start	Status
EPA Strategic Plan Goal 2: Clean & Safe Water	Start	End		& Work Years	Cost*	to Start	Status
<p>This is a sample format only and is not meant to represent that all activities can be accomplished within a 1-year period. However, it reflects the components and commitments that a tribe at a fundamental level should strive to accomplish over time, as shown in the column “<i>Suggested Year to Start Task</i>”. Workplans should reflect the components and commitments that can be reasonably implemented by the tribe within a 1-year workplan period, based upon available resources.</p> <p>Workplans may be prepared in either a chart or narrative format as long as the components/goals, commitment/tasks, and the related environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified, per 40 CFR 35.507.</p>				<p>*This reflects the totals of all Costs for each commitment, including salary, fringe, equipment, contractual, supplies, travel, indirect, etc.</p>			

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
1 COMPONENT: Quarterly Reporting to self-evaluate & joint- evaluate annual performance under the grant, including: <ul style="list-style-type: none"> • Status of each work plan goal, task, deliverable • Status of expenditures for reporting period • Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance • Commitments not on schedule & proposed dates of completion ENVIRONMENTAL OUTCOME: To evaluate and report on performance under the grant.	1/30	4/30	<ul style="list-style-type: none"> ▪ Quarterly Reports submitted to EPA 	WQS	0.04	\$750	Year 1 of intermediate level (required)	
	7/30							
	10/30							

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>EPA Strategic Plan Goal 2: Clean & Safe Water</p> <p>2 COMPONENT: Implement Tribal water quality monitoring program in accordance with EPA-approved monitoring strategy and EPA-approved QAPP Commitment 2(a): Determine the physical, chemical, and biological conditions of water body(s) and evaluate them against water quality indicators (WQIs) Commitment 2(b): Maintain the water quality monitoring data base Commitment 2(c): Prepare final annual Assessment Report for Surface Water per Appendix A of EPA’s CWA 106 Tribal Guidance Commitment 2(d): Prepare annual assessment report for ground water Commitment 2(e): Conduct annual assessment of monitoring program, QAPP, and database to ensure water quality goals are being met; revise as necessary, and submit to EPA for approval ENVIRONMENTAL OUTCOME: To determine the physical, chemical, and biological conditions of a water body and evaluate them against WQIs so that water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.</p>	10/01	9/30	Include in quarterly reports: <ul style="list-style-type: none"> description of monitoring activities conducted during the reporting period EPA-approved equipment purchases findings from assessment of QAPP, monitoring program, & database Submit to EPA: <ul style="list-style-type: none"> a final annual Assessment Report for Surface Water an annual assessment for ground water \ revised QAPP for review & approval (if necessary) Data in STORET-compatible format 	WQS E/H	0.15	\$16,908	Year 1 or 2 of intermediate level	

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>3 COMPONENT: Determine & correct effects of NPS pollution on Tribal water quality</p> <p>Commitment 3(a): prepare NPS Assessment & Management Plan in accordance w/EPA's Tribal Nonpoint Source Planning Handbook</p> <p>ENVIRONMENTAL OUTCOME: To assess the nature, cause, & effect of NPS pollution on Tribal water quality and to plan for its mitigation.</p>	7/01	9/30	<p>Submit to EPA for review and approval:</p> <ul style="list-style-type: none"> ▪ NPS Assessment Report ▪ NPS Management Plan ▪ Watershed-based plan <p>Public Notice of NPS A&M. Submit documentation with final NPS A&M for EPA approval.</p>	WQS E/H	0.12	\$7,250	Year 1 of intermediate level	
<p>4 COMPONENT: Become eligible to receive NPS grant funding to address NPS pollution</p> <p>Commitment 4: Apply for CWA§ 319 Financial Assistance Eligibility (FAE)</p> <p>ENVIRONMENTAL OUTCOME: To assess the nature, cause, & effect of NPS pollution on Tribal water quality and to plan for its mitigation.</p>	7/01	9/15	Submit FAE application to EPA for review and approval	WQS ATTY	0.02	\$1,500	Year 1 or 2 of intermediate level	

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
5 COMPONENT: Identify threats to ground water quality & corrective actions Commitment 5: Develop groundwater & wellhead protection plan ENVIRONMENTAL OUTCOME: To describe the current and potential threats to groundwater quality, so that corrective actions can be identified & developed in order to ensure that groundwater quality can be protected, maintained, and improved, as necessary.	2/01	5/30	<ul style="list-style-type: none"> Submit draft plan to EPA 	WQS	0.12	\$8,000	Year 2 or 3 of intermediate level	
	8/01	9/30	<ul style="list-style-type: none"> Submit final plan to EPA 	E/H				

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>6 COMPONENT: Expand enforcement control measures & develop guidelines to protect water quality, as identified from water quality monitoring & assessment, NPS & watershed assessments, & groundwater/well head protection assessment & plan</p> <p>Commitment 6(a): Evaluate effectiveness of current codes & ordinances</p> <p>Commitment 6(b): Develop new ordinances/codes or revise existing ones</p> <p>Commitment 6(c): Present ordinances/codes to Tribal Council for adoption</p> <p>Commitment 6(d): Draft guidelines for dry well maintenance/closure</p> <p>Commitment 6(e): Finalize guidelines for dry well maintenance/closure</p> <p>ENVIRONMENTAL OUTCOME: To develop, revise, & adopt enforcement tools and guidelines to ensure water quality is improved, protected, and maintained when implemented.</p>	10/1	9/30	<p>Include in quarterly reports to EPA:</p> <ul style="list-style-type: none"> ordinance/code evaluation results reporting period <p>Submit to EPA:</p> <ul style="list-style-type: none"> new/revised ordinances/codes draft drywell guidelines final drywell guidelines 	WQS	0.12	\$19,000	Year 2 or 3 of intermediate level	
				TP	0.08			
	10/1	9/30		AA	0.06			
	10/1	9/30		E/H				
	10/1	9/30		ATTY				
	6/1	9/30						

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
7 COMPONENT: Continue Tribal water quality staff's training (internet, self-paced, or classroom) re: watersheds, source water protection, and water quality monitoring Commitment 7(a): Source Water Protection (www.epa.gov/watertrain) Commitment 7(b): Principles of Watershed Management (www.epa.gov/watertrain) Commitment 7(c): Stream Corridor Restoration Tools (www.epa.gov/watertrain) Commitment 7(d): Attend intermediate level water quality monitoring workshop & webinars Commitment 7(e): Attend intermediate level water quality data base management class ENVIRONMENTAL OUTCOME: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.			Include in quarterly reports status & summary of training taken & results, along with dates, cost, & who participated	WQS	0.04	\$2,250	Year 1 of intermediate level	
	1/01	1/31						
	6/01	7/31						
	8/1	9/30						

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
8 COMPONENT: Continue implementation of the water quality education & outreach program for the Tribal Community Commitment 8(a): hold student workshops Commitment 8(b): hold public outreach meetings Commitment 8(c): quarterly newsletter ENVIRONMENTAL OUTCOME and OUTPUT: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.		semi-annually semi-annually quarterly	Include in quarterly reports a summary of public meetings, newsletter, workshops & other activities	WQS 0.12 AA 0.04		\$7,500	Year 1 of intermediate level	
(AA) Administrative Assistant \$10/hr (WQS) Water Quality Specialist \$15/hr (WQT) Water Quality Technician \$13/hr		(TP) Environmental Planner \$20/hr (ATTY) Attorney \$100/hr (E/H) Engineer/Hydrologist \$100/hr		TOTAL COST (for 1-year workplan) 63,158		EPA \$60,000	MATCH \$3,158	

SAMPLE WORKPLAN per 40 CFR 35.507 – INTERMEDIATE PROGRAM							
WATER POLLUTION CONTROL PROGRAM (CWA §106)							
Work Plan Components with Commitments and Environmental Results	Dates		Outputs & Deliverables	Responsible Staff & Work Years	Estimated Cost*	Suggested Year to Start	Status
EPA Strategic Plan Goal 2: Clean & Safe Water	Start	End					
<p>This is a sample format only and is not meant to represent that all activities can be accomplished within a 1-year period. However, it reflects the components and commitments that a tribe at an intermediate level should strive to accomplish over time, as shown in the column “<i>Suggested Year to Start Task</i>”. Workplans should reflect the components and commitments that can be reasonably implemented by the tribe within a 1-year workplan period, based upon available resources.</p> <p>Workplans may be prepared in either a chart or narrative format as long as the components/goals, commitment/tasks, and the related environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified, per 40 CFR 35.507.</p>				<p>*This reflects the totals of all Costs for each commitment, including salary, fringe, equipment, contractual, supplies, travel, indirect, etc.</p>			

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
1 COMPONENT: Quarterly Reporting to self-evaluate & joint- evaluate annual performance under the grant, including: <ul style="list-style-type: none"> • Status of each work plan goal, task, deliverable • Status of expenditures for reporting period • Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance • Commitments not on schedule & proposed dates of completion ENVIRONMENTAL OUTCOME: To evaluate and report on performance under the grant.	1/30	4/30	Quarterly Reports submitted to EPA	WQS	0.04	\$750	Year 1 of mature level (required)	
	7/30	10/30						

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
<p>2 COMPONENT: Implement Tribal water quality monitoring program in accordance with EPA-approved monitoring strategy and EPA-approved QAPP</p> <p>Commitment 2(a): Determine the physical, chemical, and biological conditions of water body(s) and evaluate them against water quality indicators (WQIs)</p> <p>Commitment 2(b): Maintain the water quality monitoring data base</p> <p>Commitment 2(c): Prepare final annual Assessment Report for Surface Water per Appendix A of EPA’s CWA 106 Tribal Guidance</p> <p>Commitment 2(d): Prepare annual assessment report for ground water</p> <p>Commitment 2(e): Conduct annual assessment of monitoring program, QAPP, and database to ensure water quality goals are being met; revise as necessary, and submit to EPA for approval</p> <p>ENVIRONMENTAL OUTCOME: To determine the physical, chemical, and biological conditions of a water body and evaluate them against WQIs so that water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.</p>	10/01	11/30	<p>Include in quarterly reports:</p> <ul style="list-style-type: none"> ▪ description of monitoring activities conducted during the reporting period ▪ EPA-approved equipment purchases ▪ findings from assessment of QAPP, monitoring program, & database <p>Submit to EPA:</p> <ul style="list-style-type: none"> ▪ a final annual Assessment Report for Surface Water ▪ an annual assessment for ground water ▪ revised QAPP for review & approval (if necessary) ▪ Water quality data in STORET-compatible format 	WQS E/H	0.15	\$19,250	Year 1 of mature level	

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
3 COMPONENT: Protect ground water and source water Commitment3: Implement ground water/wellhead protection plan ENVIRONMENTAL OUTCOMES: To maintain or improve the quality of ground water and source water to ensure that its uses are protected	10/01	9/30	Include in quarterly reports description of ground water protection activities conducted during the reporting period	WQS E/H	0.12	\$9,000	Year 1 of mature level	

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM

WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
4 COMPONENT: Implement and continue to expand enforcement control measures and guidelines to protect water quality, as identified from water quality monitoring & assessments, NPS and watershed assessments, & groundwater/well head protection assessment & plan Commitment 4(a): Implement current codes, ordinances, & guidelines Commitment 4(b): Evaluate effectiveness of current codes, ordinances, & guidelines Commitment 4(c): Develop new ordinances, codes, & guidelines or revise existing ones Commitment 4(d): Present ordinances/codes to Tribal Council for adoption Commitment 4(e): Draft guidelines for decentralized wastewater treatment facilities Commitment 4(f): Finalize guidelines for decentralized wastewater treatment facilities ENVIRONMENTAL OUTCOME & OUTPUT: To develop, revise, & adopt enforcement tools and guidelines to ensure water quality is improved, protected, and maintained when implemented.	10/01	9/30	Include in quarterly reports to EPA <ul style="list-style-type: none"> ▪ description of ordinance implementation activities & water quality results ▪ ordinance/code evaluation results ▪ ordinance/code adoption Submit to EPA <ul style="list-style-type: none"> ▪ new/revise ordinances/codes ▪ draft decentralized wastewater treatment facilities guidelines ▪ final decentralized wastewater treatment facilities guidelines 	WQS	0.13	\$19,000	Year 1 or 2 of mature level	
				TP	0.08			
				AA	0.06			
				E/H				
				ATTY				
	10/01	9/30						
	5/01	9/30						
	5/01	9/30						
	10/01	5/30						
	5/30	9/30						

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM								
WATER POLLUTION CONTROL PROGRAM (CWA §106)								
Work Plan Components with Commitments and Environmental Results EPA Strategic Plan Goal 2: Clean & Safe Water	Dates		Outputs & Deliverables	Responsible Staff & Work Years		Estimated Cost*	Suggested Year to Start	Status
	Start	End						
5 COMPONENT: Continue Tribal water quality staff's training (internet, self-paced, or classroom) re: watersheds, source water protection, and water quality monitoring Commitment 5(a): Intro to Water Quality (www.nedc.nrcs.usda.gov) Commitment 5(b): Intro to Watershed Planning Process (www.epa.gov/watertrain) Commitment 5(c): Hydrology Training Series (www.nedc.nrcs.usda.gov) Commitment 5(d): Attend advanced water quality monitoring workshop Commitment 5(e): Attend advanced water quality database management class Commitment 5(f): Attend EPA Water Quality Standards Academy ENVIRONMENTAL OUTCOME: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.			<ul style="list-style-type: none"> In quarterly reports, provide status & summary of training attended & results, along with dates, cost, & who participated 	WQS	0.1	\$4,000	Year 1 of mature level	
	10/01	1/31						
	2/1	3/31						
	4/1	5/30						
	6/30							
	8/30							
	9/30							

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM

WATER POLLUTION CONTROL PROGRAM (CWA §106)

<p>Work Plan Components with Commitments and Environmental Results</p> <p>EPA Strategic Plan Goal 2: Clean & Safe Water</p>	<p>Dates</p> <p>Start End</p>	<p>Outputs & Deliverables</p>	<p>Responsible Staff & Work Years</p>	<p>Estimated Cost*</p>	<p>Suggested Year to Start</p>	<p>Status</p>
<p>6 COMPONENT: Continue implementation of the water quality education & outreach program for the Tribal Community</p> <p>Commitment 6(a): hold student workshops</p> <p>Commitment 6(b): hold public outreach meetings</p> <p>Commitment 6(c): sponsor community river clean-up day and quantify water quality benefits</p> <p>Commitment 6(c): quarterly newsletter</p> <p>ENVIRONMENTAL OUTCOME and OUTPUT: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.</p>	<p>semi-annually</p> <p>semi-annually</p> <p>annually</p> <p>quarterly</p>	<p>Include in quarterly reports a summary of public meetings, newsletter, workshops, & other activities</p>	<p>WQS 0.12</p> <p>AA 0.04</p>	<p>\$8,000</p>	<p>Year 1 of mature level</p>	

SAMPLE WORKPLAN per 40 CFR 35.507 – MATURE PROGRAM									
WATER POLLUTION CONTROL PROGRAM (CWA §106)									
Work Plan Components with Commitments and Environmental Results			Dates		Responsible Staff & Work Years	Estimated Cost*	Suggested Year to Start	Status	
EPA Strategic Plan Goal 2: Clean & Safe Water			Start	End					Outputs & Deliverables
(AA) Administrative Assistant	\$10/hr	(TP) Environmental Planner				TOTAL COST (for 1-year workplan) \$63,158	MATCH \$3,158		
(WQS) Water Quality Specialist	\$15/hr	(ATTY) Attorney	\$20/hr	\$100/hr				EPA \$60,000	
(WQT) Water Quality Technician	\$13/hr	(E/H) Engineer/Hydrologist	\$100/hr						
<p>This is a sample format only and is not meant to represent that all activities can be accomplished within a 1-year period. However, it reflects the components and commitments that a tribe at a mature level should strive to accomplish over time, as shown in the column “Suggested Year to Start Task”. Workplans should reflect the components and commitments that can be reasonably implemented by the tribe within a 1-year workplan period, based upon available resources.</p> <p>Workplans may be prepared in either a chart or narrative format as long as the components/goals, commitment/tasks, and the related environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified, per 40 CFR 35.507.</p>						<p>*This reflects the totals of all Costs for each commitments, including salary, fringe, equipment, contractual, supplies, travel, indirect, etc.</p>			

FORMULA FOR DETERMINING RECIPIENT'S MATCH (Based on Total Project Costs)



A. IF YOU KNOW THE TOTAL FEDERAL FUNDS AVAILABLE:

1. Divide the Total Federal Funds available by the maximum federal % allowed.
2. Subtract the amount of Total Federal Funds available in #1 from the amount derived from #2.
3. The amount derived from #3 is the MINIMUM NON-FEDERAL CONTRIBUTION (MATCH).

FOR EXAMPLE:

1. If the Federal funds available = \$100,000; and the recipient match is 20%.
2. Then the maximum Federal % = 80% or .80

$$\$100,000 \div .80 = \$125,000 \text{ (Total project cost)}$$
3. Then $\$125,000 - \$100,000 = \$25,000$
4. The minimum non-Federal contribution (20%) = \$25,000

B. IF YOU KNOW THE TOTAL PROJECT COSTS:

1. Multiply the Total Project Costs by the match % needed.
2. The total is your match amount.

FOR EXAMPLE:

$$\begin{aligned} \text{If } \$125,000 &= \text{Total Project Cost and you need 20\% match} \\ \$125,000 \times .20 &= \$25,000 \text{ (Match)} \end{aligned}$$

POSSIBLE CWA\$106 GRANT AMOUNTS *

AND REQUIRED 5% MATCH AMOUNTS

Possible Federal Assistance	Required Tribal Match	Total Project Cost
\$40,000	\$2,105	\$42,105
\$50,000	\$2,632	\$52,632
\$60,000	\$3,158	\$63,158
\$70,000	\$3,684	\$73,684
\$80,000	\$4,211	\$84,211
\$90,000	\$4,737	\$94,737
\$100,000	\$5,263	\$105,263

* First-time eligible Tribes may receive Federal amounts of \$40,000.

MATCHING FUNDS / COST SHARING

Tribes

The portion of allowable project costs the grant recipient or a third-party contributes to a grant/cooperative agreement.

TYPES OF MATCH	EXAMPLES
<p>▶ Cash</p>	◆ Tribal personnel costs
	◆ Tribal travel
	◆ Tribal equipment
	◆ Money contributed by another organization/individual to the Tribe
	◆ Public Law 93-638 funds (Indian Self Determination Act)
<p>▶ In-Kind (Third-Party or Tribal)</p>	◆ Personnel costs donated by another organization (not Tribal employees)
	◆ Services donated by another organization (not Tribe)
	◆ Volunteers (not Tribal employees)
	◆ Equipment donated by another organization (not Tribe)
	◆ Equipment donated by Tribe (non-Federal)

- ***All match/cost sharing funds must be included in the workplan and budget and be part of the grant's Total Project Costs.***
- ***All match/cost sharing funds must conform to the same laws, regulations, grant conditions, etc., as the federal funds within the grant.***
- ***Dollar values must be placed on all donated services according to 40 CFR Part 31.24(b)(6-7).***

Items that **CANNOT** be used as match/cost share funds:

- ⚡ **Other Federal funds, except when provided by statute (Public Law 93-638 funds, Indian Self Determination Act).**
- ⚡ **Unallowable costs for the project/program.**

Grant Information & Requirements (EPA & Federal)

- ① **EPA (Region 9) Homepage:** <http://www.epa.gov/region09/funding/>
 - links to:
 - Available grants, funding solicitations
 - Application forms (424A, certifications, etc.)
 - EPA Regulations (40 CFR, Parts 31 and 35 B, etc.)
 - OMB Circular A-87, A-133
 - Financial Status Report (SF 269A) & Request for Payment (EPA Form 190-F-04-001)
- ① **EPA (National) Grants Homepage:** <http://www.epa.gov/ogd/>
 - Grants Administration Division links to:
 - National Programs, Information Sources, and Laws and Regulations
 - National Funding Opportunities
 - Suspension & Debarment List
- ① **EPA MBE/WBE Requirements:** <http://www.epa.gov/osdbu/>
 - Minority Business & Women-Owned Business Enterprise requirements under grants
- ① **Tribal Indirect Cost Rates**
 - Dept. Of Interior (National Business Center): <http://www.nbc.gov/icshome.html>
(Information on indirect cost proposals, DOI staff contact information, etc.)
 - Dept. Of Health & Human Services (list of approved indirect cost rates): <http://rates.psc.gov>
- ① **Data Universal Numbering System (DUNS) Number:** <http://www.dnb.com/us>
- ① **Catalog of Federal Domestic Assistance (CFDA):** <http://12.46.245.173/cfda/cfda.html>
 - Government-wide compendium of all Federal programs, projects, services, and activities that provide grants to the American public. **CFDA for EPA Programs begins with 66.**
 - Click on “Search for Asst. Programs”, “By Agency”, “Environmental Protection Agency”
- ① **Federal Government Pay Schedule:** <http://www.opm.gov/oca/payrates/index.htm>
(To determine the maximum allowable daily rate for individual consultants.)
- ① **Environmental Federal Register Documents:** <http://www.epa.gov/fedrgstr/>
- ① **EPA’s Info. Collection Reqmnts (Paperwork Reduction Act):** <http://www.epa.gov/opperid1/>
- ① **Government Accounting Standards Board (GASB):** <http://www.gasb.org>

TRIBAL INFORMATION

- ✦ **Region 9 Tribal Water Programs:** <http://www.epa.gov/region09/water/tribal/>
- ✦ **CWA 106 National Tribal Grant Guidance:** <http://www.epa.gov/owm/cwfinance/106tgg07.htm>
- ✦ **Region 9 Tribal Programs:** http://www.epa.gov/region09/cross_pr/indian/index.html
- ✦ **American Indian Environmental Office:** <http://www.epa.gov/indian/index.htm>